

## 10. Unified Commercial Subdivision

(See zoning ordinance [§ 78-302.3\(b\)](#), *Unified Commercial Subdivision*, and [§ 78-503.4\(c\)](#) Location of buffers.)

*The Town of Herndon Zoning Ordinance User Guide series provides the public with general information on land use regulations affecting activities undertaken by the public and administered by the Herndon Department of Community Development. It is not intended to be a complete statement of all applicable regulations. Individuals are encouraged to contact the Department of Community Development at 703-787-7380 for complete permitting requirements.*

### What is a unified commercial subdivision?

When a non-residential property is, or is proposed to be submitted as a site plan, a developer may create individual development lots within the entire parcel.

### What regulations apply to a unified commercial subdivision?

- ☐ The land use regulations for that zoning district must apply to the entire property.
- ☐ The subdivision and site plan submission shall include a declaration of covenants, conditions and restrictions.
- ☐ The subdivision and site plan submission shall include deeds of easements and cross-easements or other measure which require the subdivision to be developed, maintained and utilized as a unified whole.
- ☐ The total floor area shall not exceed the FAR for the zoning district assigned to the entire parcel and applies as if it were to be developed as one parcel.
- ☐ The applicable preliminary plan and site plan shall note the allocation of the FAR on all lots.

### Are there any other development requirements for unified commercial subdivisions?

Yes. All development projects are required to provide site landscaping and buffers. Section 78-503. Site Landscaping of the Zoning Ordinance details the requirements for each zoning district. Note that buffers are not required for

internal property lines within a unified commercial subdivision as stated in Section 78-503.4(c)(2). Additional information can be found in User Guide #21. Landscaping and Buffer Requirements.

### What land use permits are required for a unified commercial subdivision?

As each lot within the unified commercial subdivision is developed, the following permits may be required:

- ☐ Clearing and grading permits;
- ☐ A site development for each individual parcel;
- ☐ Development Sureties;
- ☐ A Certificate of Appropriateness from the Heritage Preservation Review Board if the development occurs within the Heritage Preservation Overlay District;
- ☐ Approval by the Architectural Review Board for development outside of the Heritage Preservation Overlay District;
- ☐ Building permits;
- ☐ Sign Permits; and
- ☐ Zoning Appropriate or Zoning Inspection Permits as applicable to each use/business within the building.

In addition, each individual use/business within the building must check with the Department of Finance regarding the requirements for obtaining a business license and the process for renewing the license on an annual basis.

## Need more information?

Have a question regarding required permits, the permit process, or application requirements? Call 703-787-7380 or e-mail [community.development@herndon-va.gov](mailto:community.development@herndon-va.gov) to make an appointment to see a member of the Department of Community Development.

Have a question regarding Building Permits or construction codes? Call 703-435-6850 or e-mail [buildinginspections@herndon-va.gov](mailto:buildinginspections@herndon-va.gov) to make an appointment to see the Building Official.

Visit the Planning/Zoning page on the Town's web site at [www.herndon-va.gov](http://www.herndon-va.gov) to view the Department of Community Development web site for the Zoning Ordinance User Guide series or to access the town code. Town offices are located at the Herndon Municipal Center at 777 Lynn Street, Herndon, Virginia, 20170.

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